

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

OC-AMD Staff Notes

FROM:

C/OC-AMD

EXTENSION

NO.

DATE

6 June 1984

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

D/CO

07 JUN 1984

2.

DD/CO

07 JUN 1984

3.

OC-EXA

07 JUN 1984

4.

OC-MLS

11 JUN 1984

5.

OC/OL/IMC

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

0-142
note #11913.

(Archives)

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OC 9954-84

6 JUN 1984

MEMORANDUM FOR: Director of Communications

FROM:

Chief, Administrative Management Division, OC

SUBJECT: OC-AMD Staff Notes - 29 May - 1 June 1984

1. TCA Class 3-84 began formal training in the OPS-101 operators course modules. The class contains 42 individuals, making a total of 83 students now in TCA training at Communications School (CS). Five staff and three independent contractor instructors are providing training for these two classes.

2. Three instructors from the OTD staff returned to CS having completed TDY training for the network. CS presently has eight staff and two contractor instructors on TDY at the present time.

3. Due to a priority non-training, 60-day TDY requirement for [redacted] it was necessary for CS to cancel training for KW-7, M-28 limited maintenance and high frequency refresher courses. The independent contractor providing the training on the older network equipment is being assigned to assist in the TCA program during the TDY period.

5. During the week, Panel N experienced no gains or losses. The number of assignable Panel N technicians is currently six employees over authorized ceiling resulting in a production strength of 102%. This figure represents a comparison of approved positions against assignable and/or production technicians. Technicians who are being assigned to a new panel, attending sponsored academic training, participating in the OJT program, and attending initial EOD training are deleted from this production strength figure. During the same time frame, Panel D experienced four gains and three losses due to retirements. The Panel is currently 33 employees over authorized ceiling. These figures include the 118 EOD students that are not in a production status or available for assignment.

WARNING NOTICE - INTELLIGENCE
SOURCES OR METHODS INVOLVED

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25X1 SUBJECT: OC-AMD Staff Notes - 29 May - 1 June 1984

25X1 6. The Awards Officer attended the DDA personnel officers meeting on Thursday, 31 May, to be briefed on new Agency-wide procedures for processing QSI recommendations, Incentive Awards, Certificates of Merit and Meritorious Unit Citations. These changes were instituted as part of the DCI's initiatives on excellence. Guidance will be disseminated to the OC Divisions to assist with preparation of the above mentioned awards under the new policy.

25X1 7. A new OC recruitment ad has been completed, cleared by the ad committee, and is scheduled to run in Houston, Austin, Fort Hood and several other locations in Texas on Sunday, 3 June. This ad is the first to be run which focuses on not just one discipline, but on all major OC occupational categories - EE, COMSEC/TEMPEST, COMSEC GENERALIST, TCS, ET, Computer System Analysts/Programmer, and Engineering Specialists.

25X1 8. The FLSA briefing for DND by a representative of OP and arranged by AMD/PAB was judged successful and cleared up many misconceptions. It was also learned that the Agency is currently considering whether to exempt all employees from this act under the DCI's authorities. Added to this, and if the exemption is not sought, the Office of Personnel Management is currently proposing new rules that would essentially restrict coverage under this act to lower graded and clerical employees.

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lower pay for
many Oers.
J*

25X1 9. A Task Force has been established to develop implementation policies for pay "banding" for Panel D employees. An initial meeting will be held with a representative from OP/PMCD to discuss procedures and possible problem areas.

25X1 10. Implementation of the OC reorganization continues with two components, FND and ED, being put into the personnel computer system by PMCD.

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25X1 **SUBJECT: OC-AMD Staff Notes - 29 May - 1 June 1984**

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